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HR: 6-0313

SEP 20 1954

MEMORANDUM FOR: Assistant Director for Personnel

SUBJECT: Comments on Procedural Handling of Agency Overseas Returnees

1. I have looked into the matter of the circumstances surrounding the return of Miss [REDACTED] an employee of the Finance Division, Office of the Comptroller, from the Far East earlier this year on combined medical and security grounds, and the subsequent handling of her case prior to her reinstatement to duty in May 1954.

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2. The central problems in this case seem to involve both a unilateral decision on the part of the FE Division to send her to her home pending action under Agency Regulation [REDACTED], and some rather sketchy internal administrative communication, the net result of which combination deprived the Agency of Miss [REDACTED] services for a period of 63 days, during which time the case was being adjudicated, and while she was being paid her full salary without an appropriate leave charge or suspension action having been effected.

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3. Because of what appears to have been dissipated administrative responsibility, official notification of Miss [REDACTED] status was not given you, by means of a memorandum from the Director of Security, until some 36 days after her return, on 9 April 1954 even though she did check in through Central Processing Branch at the time of her arrival in Washington on 2 March 54. This entire matter seems to have been an instance where at least a portion of the cumulative delay can be attributed to some action, or delay, on the part of nearly every office concerned.

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4. I think the main thing that can be learned from this case is that there is a need for improved internal coordination in similar cases that will undoubtedly arise. Perhaps it would be of material assistance if your office were to explore the possibilities of taking steps to be included on the distribution of cable traffic in cases involving the premature return from overseas of Agency employees for any reason, the circumstances of

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which will require a change in their personnel status or will affect their entitlements as an employee; i.e., leave, pay, allowances, etc. I realize that there is the problem of sensitive indicators on some of this cable traffic, but perhaps your explorations will disclose a method whereby this difficulty can judiciously be overcome.

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L. K. WHITE  
Deputy Director  
(Administration)

cc: Comptroller

[REDACTED]

Distribution:

Adm. Serv.

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